

**Letter Inviting Expression of Interest (EoI)**  
**EoI Reference Number: SCTIMST/BMT/CON/PALACE/EoI/1/2026**

From,  
The Director,  
SreeChitraTirunal Institute for Medical Sciences and Technology,  
Biomedical Technology Wing, Poojappura P.O., Trivandrum, Pin - 695012.  
Email: cwing\_bmt@sctimst.ac.in, Phone Number: 0471-2520335, 460

Sub:- Invitation of Expression of Interest to “Carry out the Documentation, Condition mapping and estimation of quantities for the Repair of roof of Satelmond Palace” at BMT Wing, SCTIMST, Poojappura, Trivandrum.

Dear Sir/Madam,

1. Director, Sree Chitra Tirunal Institute for Medical Sciences & Technology (SCTIMST), Trivandrum, invites Expression of Interest (EoI) from Indian Consulting firms/consultants/Architects to render service for Documentation, preparing condition mapping and estimating quantities required for carrying out the “Restoration of Satelmond Palace” at BMT Wing, SCTIMST, Poojappura.
2. The EoI document containing the details of qualification criteria, submission requirements, brief objective & scope of work, and method of evaluation is herewith attached.
3. The EoI document is available at [www.sctimst.ac.in](http://www.sctimst.ac.in)
4. It is therefore requested to submit responses in the prescribed format, latest by 26-05-2026. Further queries, if any, may be referred to in writing at the email id: cwing\_bmt@sctimst.ac.in.
5. The Critical Dates for Bid submission are as follows:-

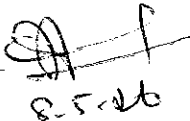
Sl. No	Description	Date	Time
1.	Publishing Date	08-05-2026	
2.	Document Download Start Date	08-05-2026	11.00 am
3.	Document Download End Date	18-05-2026	3.00 pm
4.	Bid Submission Start Date	22-05-2026	11.00 am
5.	Bid Submission End Date	26-05-2026	1.00 pm
6.	Bid-I –Opening date	28-05-2026	11.00 am
7.	Bid-II –Opening date	Will be informed later to the qualified firms/Architects/Consultants.	

6. Additional Information: For any inquiries or clarification regarding this EoI, please contact:

Construction Wing,  
SCTIMST, Pooajppura-695012, TVPM  
Phone: 0471-2520335, 460,  
Email: [cwing\\_bmt@sctimst.ac.in](mailto:cwing_bmt@sctimst.ac.in)

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Signature with stamp of  
Firm/Architect/Consultant

## **Invitation for Expression of Interest (EoI)**

EoI Reference Number: SCTIMST/BMT/CON/PALACE/EoI/1/2026 Date: 05-05-2026

“Carry out the Documentation, Condition mapping and estimation of quantities for the Repair of roof of Satelmond Palace of Satelmond Palace” situated at the Biomedical Technology Wing (BMT Wing), Poojappura, SCTIMST.

### **1. Introduction**

Sree Chitra Tirunal Institute for Medical Sciences and Technology (SCTIMST), Trivandrum, is an Institute of National Importance established by an Act of Parliament and is functioning under the administrative control of the Department of Science and Technology, Government of India. The Institute has three wings, out of which the Hospital Wing and the Achutha Menon Centre for Health Science Studies are located in the Medical College Campus, Thiruvananthapuram, and the Research Wing, i.e., Biomedical Technology Wing (BMT Wing), is located in Poojappura, Thiruvananthapuram.

The BMT Wing consists of various buildings, out of which the Offices of the Director, Head BMT Wing, Library, and two Conference Rooms are functioning in the “Satelmond Palace”.

SCTIMST invites Expressions of Interest (EoI) from qualified and experienced firms to conduct a detailed condition mapping of the Satelmond Palace situated at BMT Wing, a historic Hundred and Ten year old structure. The mapping will aid in developing an accurate estimate for the restoration of the building and its tiled roofing system, repairing of damaged flooring, restoring the rainwater draining system, finishing with appropriate finishing material at the interior & exterior of the building, in compliance with built heritage preservation standards and modern safety regulations.

### **2. Project Background**

The Satelmond Palace is a century-old heritage property located at Poojappura. During 1900-1910, H.H. SreeMoolamThirunal Maharaja of Travancore (1885-1924) constructed the Palace, which is known as “Satelmond Palace” for Princess Sethu Lakshmi Bayi (5<sup>th</sup> November 1895–22<sup>nd</sup> February 1985), who was the monarch, though designated as the Regent of the Kingdom of Travancore as per the British Policy between 1924 and 1931. She lived and ruled the Kingdom of Travancore from this Palace. This place is a fine blend of European and Kerala Architecture built in the traditional way.

Later on, the SCTIMST procured this Palace and the adjoining land to establish the BMT Wing. The building is of significant historical value and requires restoration, particularly to its tiled roofing, which has suffered from wear and damage due to age and environmental exposure. As the building is around 110 years old, regular repair works could not be done due to the non-availability of similar materials, and an architect who has expertise in the maintenance of such old buildings.

  
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The condition mapping of the building is critical to understand the extent of the damage and estimate the required restoration efforts. The results will provide a foundation for the full-scale restoration project.

The work is proposed to be executed by the institute through the Archaeological Survey of India (ASI).

### **3. Objective of the work**

To carry out the Documentation, Condition mapping and estimation of quantities for the Repair of roof of Satelmond Palace of Satelmond Palace.

The primary objective of this EoI is to invite firms capable of carrying out the Documentation, Condition mapping and estimation of quantities for the Restoration of Satelmond Palace and elements in order to prepare an estimate for the restoration work. The expected outcomes include:

Documentation, a detailed condition assessment of the tiled building, including identifying damaged or deteriorated roof tiles, structural issues, and areas requiring attention, with the support of photos, videos, and brief description of the damages, estimation for tendering to execute the restoration *without making further damage to the building during the inspection for condition mapping, as the Palace is considered to be existing structures with significant cultural value. The interventions should be with the right tools, minimal and reversible, to avoid irreparable damage to the building with regard to structural safety. In case of proven deliberate neglect of and/or damage to the building penalty will be imposed, and it will be deducted from the bill, based on the expert opinion from ASI.*

A report that will provide the basis for tendering restoration, including recommendations for repair, replacement, specification of materials to be used, and preservation/execution methods.

Accurate data with an estimate for tendering on the building's current state, aiding in compliance with heritage preservation regulations.

### **4. Accident Policy**

It is the responsibility of the Architect/Contractor to take care of their workers, and SCTIMST will not be responsible for any such incidents occurring during the condition mapping/estimation.

It is necessary to have the accident and health policy of staffs/workers, who are supposed to enter the building for executing condition mapping/estimation. A copy of the same should be issued before the issue of a work order from SCTIMST for the execution of the work.

### **5. Scope of Work**

The selected firm will be responsible for the following tasks:

  
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- a) **Visual Inspection:** Conduct a thorough visual inspection of the building, noting any areas of damage, wear, or deterioration to the roof, floor tiles, etc., and underlying structure.
- b) **Structural Assessment:** Examine the roof's substructure (e.g., trusses, beams, rafters, supporting wooden work) for any signs of weakness, rot, or failure.
- c) **Identification of Defects:** Identify cracked, missing, or damaged tiles, areas of potential water damage, leaks, or other structural defects.
- d) **Documentation:** Provide detailed reports with photographs, diagrams, and a map detailing the current condition status of the building, specifying the severity of damage (minor, moderate, severe).
- e) **Recommendations for Restoration:** Offer professional recommendations for the restoration of the tiled roof, including whether parts of the roof can be repaired or if full replacement is required for certain sections.
- f) **Estimate/CAD Drawing:** A detailed estimate with quantities for the restoration work, based on the findings from the condition mapping.
- g) **Preparation of a 3D model:** 3D model of the building with software, and submitting it as a soft copy and as a miniature of the building.
- h) **Timeline:** Provide a clear timeline for completing the condition mapping and delivering the final report.
- i) **Waste Disposal:** If any waste accumulation happens during condition mapping/documentation, it has to be removed by the firm deputed for mapping at their own cost in the presence of concerned officials from SCTIMST.
- j) **Method of condition mapping:** Non-destructive methods should only be adopted for mapping/documentation, without affecting the structure/components of the structure.
- k) **Scientific methods/Engineering testing:** If any Scientific methods/Engineering testing are required to understand/assess the depth of deterioration of any components, such as wood, plastering, floor, roof tiles, etc. of the building, it should be conducted with prior approval of SCTIMST & ASI, and the report should be submitted along with the final mapping/documentation report.
- l) **Removal of vegetation:** Vegetation growth, if any, is required to be removed from any surface, which should be done with utmost care without disturbing/affecting the structure.
- m) **Scientific conservation plan/strategy:** A scientific conservation plan/strategy is also required to be submitted along with the mapping/documentation report.

## 6. Conditions of Expression of Interest

- a) **EMD:** EMD of Rs.2500/- shall be furnished (along with technical bid) for the amount specified in the tender in the form of a demand draft in favour of the director, SCTIMST. No interest shall be paid for the EMD. EMD of unsuccessful tenderers other than the lowest three shall be refunded after tabulation. EMD of II and III lowest shall be released only after executing the agreement by the successful tenderer. The EMD of the successful tenderer shall be forfeited if he fails to execute the agreement and

commence the work within the period specified in the work order. (**Architects who had submitted bids in the earlier tender are exempted from submitting an Earnest Money Deposit (EMD). A copy of the Demand Draft (DD) submitted with the earlier tender shall be enclosed along with the technical bid.**)

- b) **Performance Guarantee:** The tenderer whose offer is accepted will be required to furnish a performance Guarantee @ 5% (Five) of the work order amount (which includes GST) within the period specified in the work order. This guarantee shall be in the form of a fixed deposit receipt of any scheduled bank endorsed in the name of the Director, SCTIMST or in the form of a demand draft in favour of the Director, SCTIMST or an irrevocable bank guarantee bond of any scheduled bank before starting the work. It will be released after the successful completion of the work, certified by ASI & SCTIMST.
- c) **Firm period of Tender:** The tender will be considered firm for a period of one year from the date of opening of the tender, and the period may be extended by mutual agreement. The tenderer shall not cancel or withdraw the offer during the period.
- d) **Sub-letting or execution of power of attorney:** The contractor shall not, without the previous sanction in writing from the employer, sub-let or execute power of attorney in respect of any matter provided in the contract awarded to him.
- e) **Site inspection:** Contractor is requested to visit the site of the proposed work, before quoting his rate and satisfy himself as to the condition of soil, facility for transport and storage of materials, availability of labour, water, electricity, etc., and no extra claim under the above head shall be entertained after the contract has been awarded.
- f) **Settlement of disputes & Legal jurisdiction:** Any disagreement /dispute between the parties arising out of the contract may be resolved through mutual consultation by the parties. The courts at Thiruvananthapuram shall have exclusive jurisdiction to decide any dispute arising out of or in respect of the contractor. However, the contractor should ensure to continue the work as per the schedule and complete the same irrespective of such pending legal disputes, if any.
- g) **Damages to the Institute Property:** The Director of the Institute will be at liberty to deduct any amount of money as determined by him in respect of damages caused to the Institute's property by the contractor /his representatives, or his workmen while carrying out the contract or otherwise from any amount due to the contractor.

## 7. Eligibility Criteria

Interested firms/ architects must meet the following criteria to be included in the short list.

- The firms/ architects shall have valid registration certificate.
- Experience in condition mapping and assessing historical buildings, particularly those with wooden structural/ architectural tiled roofing systems within the past 10 years (Preferred to be Government/Autonomous Institutions).
- Expertise in restoration of heritage properties, with knowledge of preservation techniques and applicable safety regulations.

  
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- Availability of qualified personnel, including architects, engineers, and restoration specialists.
- Ability to submit detailed and accurate reports with clear recommendations.
- The contractor shall employ for the execution of the works only such persons who are careful skilled and experienced in their several trades and the Engineer –in –charge shall be at liberty to object to and require the contractor to remove from the works any person employed by the contractor in the execution of the work who in the opinion of the Engineer-in charge misconduct himself or is incompetent or negligent in the proper performance of his duties and such person shall not be again employed upon the works without the permission of the Engineer-in charge.

#### 8. Evaluation of Applications

Stage-I: This EoI is being invited through a Two-Bid System. A presentation shall be done by the selected firms to explain their eligibility and proficiency in the field, based on which the agencies will be shortlisted for the price bid stage(Stage II).

Stage-II: The financial bid of those firms qualified shall be opened later, and selection shall be made on the (first lowest) L1 criterion.

#### 9. Evaluation Criteria for the Presentation

The evaluation of EoIs will be based on the following:

- **Relevant Experience:** The firm’s experience in similar condition mapping or heritage restoration projects.
- **Personnel/Resources:** Should have a technically and managerially qualified and experienced in-house resource base. The Agency should have an adequate number of personnel/resources to complete the task within the stipulated time. An undertaking of the employee shall be submitted along with the EoI.
- **Proposed Approach:** The thoroughness of the methodology and approach proposed for conducting the condition mapping with respect to the restoration of Satelmond Palace
- **Timeline and Deliverables:** The proposed timeline for completing the task and the quality of expected deliverables with respect to condition mapping for the Restoration of Satelmond Palace.
- **Compliance with Heritage Preservation Standards:** The ability to comply with local heritage preservation laws and best practices (if any).

#### 10. Submission Requirements

Interested parties must submit the following documents as part of their EoI:

- **Company Profile:** Including relevant experience, qualifications, and past projects related to historical building restoration and roofing assessments.

  
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- **Copy of registration certificate** of the company along with Memorandum of Understanding.
- **Financial background: Audited Balance sheet, profit/ loss account**, details of service tax paid, and experience related to past relevant contracts to be produced. Including the balance sheet of the last three financial years.
- **IT/Service Tax Return**: Statement for the previous 3 years.
- **Work orders** issued by public/private sector organizations supporting the claim of overall continuous experience in the field of working on the restoration of buildings.
- **Work orders** in respect of 2 completed projects undertaken in the last 10 years in the field of study
- **Legal Entity**: Copy of Certificate of registration/incorporation and partnership deed, if any.
- **Proposed Methodology**: A description of how the condition mapping will be carried out, including the tools, techniques, and process to be used, including a proposed time schedule for completion of the work.
- **Key Personnel and Manpower**: Names and qualifications of key team members and manpower that are proposed to be used in the project. CVs of the Core team of Experts to be deputed for the project, along with certified copies of testimonials and an undertaking of their availability for the entire period of the project.
- **Proof of awards** or other recognitions in the field of study given by the government or other institutions.
- **Blacklisting**: The firm should not be blacklisted by the Central/State Government (Undertaking is to be submitted along with the proposal).
- **Certification**: ST Registration and GST Return, Copy of GST Registration and GST Return to be provided.
- **Timeline**: A detailed timeline for completing the mapping and providing the final report.
- **Number of reports**: The number of reports (Colour printouts, photos and videos with soft copy) to be submitted is to be specified. [Minimum 6 (six) copies.]
- **References**: Contact information for at least two past clients who can attest to the firm's expertise in similar work.
- **Facilities to be provided**: Specify the facilities that have to be provided by SCTIMST to the agency that is performing the condition mapping of the building.
- **Working Hours**: Since the Palace building is situated inside the Biomedical Technology Wing campus, the working time for the condition mapping is to be specified by the Architect.

#### 11. Disqualification

- The agency has submitted the proposal documents after the response deadlines.
- The agency has been involved in litigation that may have an impact of affecting or compromising the delivery of services as required under this Expression of Interest.
- The agency has made misleading or false representations in the forms, statements, and attachments submitted in the Expression of Interest;

- The agency has exhibited a record of poor performance, such as abandoning work, not completing contractual obligations properly, inordinately delaying completion of projects or financial failures, etc., in any project in the preceding three years;
- The agency has submitted a proposal that is not accompanied by required documents or is non-responsive;
- The agency has failed to provide clarifications related thereto, whenever sought;
- The agency has been blacklisted by any Central/State government/Public Sector Undertaking/Autonomous organization under the Central/State Government.
- The agency has submitted more than one Proposal (without withdrawing previous proposals).
- Any form of canvassing and attempt to influence.

## 12. Validity of offer

The offer for EoI as per this document shall be valid for a period of one (1) year, which may be extended further, if required, by the Director, SCTIMST. The Director reserves the right not to accept the lowest offer and also to reject any or all offers without assigning any reason whatsoever.

Deliverables for the condition mapping: The Consultant shall submit the Draft Report and Final Report. The final report, in six copies (3D model, Colour printouts, photos and Videos with soft copy hard as well as soft in the form of a CD), will be submitted within **Ninety (90) days** from the date of awarding the work. No extension of time for submission of the report would be granted unless in exceptional circumstances, as deemed fit by SCTIMST in consultation with ASI.

The documents to be submitted to SCTIMST:

- **Detailed report book –Not less than 6 Reports, including hard and soft copy**
- Site plan of the area within the compound of the Palace building including compound wall.
- Plan of the building for all floors, Section of the building(4 Floors)
- Elevation of the building from all sides (3 sections)
- Detailed plan showing the details of roofing work
- Details of rainwater piping and disposal from inside the building/outside.
- Details of materials that are used and proposed to be used in the restoration.
- Methodology for the restoration.
- Estimate with quantities to aid ASI for restoration works.

## 13. Submission of application

Last date for submission of EoI is 26-05-2026 by 13.00 Hrs, IST. Only physical submission of applications shall be accepted by the Construction Wing, BMT Wing on or before the due date. The agencies are advised to indicate their response in the same order as indicated below for easy scrutiny.

- Heading: Documentation, Condition Mapping and Estimation of Quantities for executing Restoration of Satelmond Palace situated at Biomedical Technology Wing (BMT Wing), Poojappura, SCTIMST.  
1. Eligibility Bid & Technical Bid  
2. Financial Bid
- Format of letter of application (Appendix I).
- Format for details of the applicant, including financial background (Appendix II).
- Profile of the agency clearly delineating the domain-specific expertise/experience of the agency (Appendix III).
- Profile of key persons (Core team), of organizations having relevant domain knowledge, who would be assigned with the above-mentioned task (Appendix IV).
- Initial understanding of the nature and scope of the consultancy, and the resources that they possess that, in their opinion, make them particularly suited to execute the consultancy (Appendix V).
- Format for an affidavit certifying that the consultancy/organization is not blacklisted (Appendix VI).

#### 14. Submission Deadline

All the proposals for the Expressions of Interest must be submitted by 26-05-2026. Late submissions will not be considered.

#### 15. Payment conditions

Stages at which payment is to be issued to the Architect are to be specified, and the rate of payment at each stage is to be clearly mentioned. (If not mentioned, CPWD criteria will be adopted.)

The Consultant shall be paid for its services as per the Payment Schedule indicated below:

- No advance payment shall be made.
- 40% of the contract value on submission of the Draft Report, Estimate & its acceptance by SCTIMST & ASI.
- 60% of the contract value on submission of the Final Report and its acceptance by SCTIMST & ASI.
- There shall be no provision for Secured Advance for the materials supplied at the site.

SCTIMST shall cause the payment due to the Consultant to be made within 60 (sixty) days after the receipt of duly completed bills with the necessary particulars. Disputes, if any, are to be referred to SCTIMST.

**Note:** SCTIMST will not reimburse any expenses incurred by the applicant towards preparation of the tender document, travelling cost, boarding and lodging incurred for attending any pre-

  
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bid meeting or visiting the SCTIMST/ASI office for making the presentation. SCTIMST shall, in no case, be responsible or liable for any such costs whatsoever, regardless of the outcome of the tender process.

#### 16. Penalty

If the contractor fails to complete the work in the stipulated time/date specified in the NIT/work order, the time of completion shall be extended after levying a penalty @ 1.5 %per month of delay to be computed on per day basis of the total work order amount to a maximum of 10% of the work order amount. The levy of fine shall be avoided if the delay in the completion /execution is due to force majeure clauses, which are beyond the control of the contractor or hindrance not due to any fault on the part of the contractor. In such cases, the contractor has to request the competent authority in writing within 7 days of the date of hindrance. The decision of the Director will be final on this account.

Delay on the part of the Agency will invite a penalty @ 1% of the sanctioned cost per week after the stipulated period. However, this shall be limited to a maximum of 10% of the sanctioned cost and shall be deducted from the instalment of the Agency's bills.

In case of leaving work incomplete, or unacceptable level of slow progress, if the Expert Committee recommends so and the authority accepts, the agency may be relieved of the job and the task may be got carried out by the agency next in the line at the time of award of work based on financial bids at the cost and risk of the first agency.

In unavoidable circumstances, considering the poor performance of the agency, SCTIMST may initiate action to blacklist the agency for participating in tenders for the next 3 years.

#### 17. Other Terms and Conditions

The EoI shall remain valid for a period of not less than one year after the deadline stipulated for submission. EoI, with a longer /shorter validity period, justification is to be attached for the acceptance.

The EoI should be submitted under the signature of the authorized signatory of the agency.

#### 18. Quoted amount for executing the Condition mapping/Documentation +GST

Description	Amount in Figures(Rs.Ps.)	Amount in Words
Amount		
GST		
<b>Total Amount</b>		

#### Note:

1. The tenderer should quote the amount in figures as well as in words. Correction, if any, shall be attested by signature. No erasures or overwriting is permissible. The Architect/Firm should sign all the downloaded pages of the EoI documents with stamp and should submit them as the financial bid (from pages 1 to 12). The EoI submitted, incomplete in any respect, is liable to be rejected.

2. The rate quoted shall include all taxes, duties or any other statutory charges levied by the Government (State/Central) or its authorized agencies, all contingent expenditure, insurance carried by the contractor for his workers, third-party liability, and any other facilities required for execution of the work.
3. Additional relevant documents, if any, can be attached to the technical bid other than the Annexures attached.
4. **It is requested to mention the price in the financial bid only.**

**19. Address for sending EoI:** Please send your EoI to the following contact:

Position: Asst. Engineer (Civil),

Postal Address: Construction Wing, Biomedical Technology Wing, SCTIMST,  
Poojappura-695012, Thiruvananthapuram, Kerala.

Email Address: cwing\_bmt@sctimst.ac.in, Phone Number: 0471-2520335, 460



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## Appendix I

### Format for Letter of Application

[On the Letterhead of the organization]:

Date:

To

Director, SCTIMST

Construction Wing, Biomedical Technology Wing,

SCTIMST, Poojappura-695012, Thiruvananthapuram, Kerala.

Email Address: cwing\_bmt@sctimst.ac.in

Phone Number: 0471-2520335, 460

Sub:EoI for "Carrying out the documentation, Condition mapping and estimation for the Repair of roof of Satelmond Palace at Biomedical Technology Wing, SCTIMST, Poojappura."

Ref: SCTIMST/BMT/CON/PALACE/EoI/1/2026.

Dear Sir,

Being duly authorized to represent and act on behalf of (Hereinafter referred to as "the Applicant") and having gone through and fully understood all of the eligibility and qualification requirements and information provided, the undersigned hereby apply for Shortlisting for the captioned project.

We are enclosing our Application for Qualification, with the details as per the requirements of the Real Document for your evaluation.

We confirm that our application is valid for a period of one year from the Application Due Date.

Yours faithfully,

(Signature of Authorised Signatory)

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Signature with stamp of  
Chief Architect/Consultant

(Name, Title and Address)

  
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Signature with stamp of  
Firm/Architect/Consultant

## Appendix II

### Format for Details of Applicant

Applied for

Basic Information

#### 1. Applicant Details

Name of the Agency making this application

#### 2. Contact Person (for this application)

Name :

Organization :

Address :

Telephone :

Fax :

e-mail :

#### 3. Registered Address

#### 4. Years in The Field of Restoration of Buildings

#### 5.Total Turnover and Net Profit

- The organization's Total annual turnover,
- Profit /Budget (in the case of Institutions) for the last three financial years is as follows:

FY 2023-24

FY 2022-23

FY 2021-22

  
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Turnover/Budget :

Profit :

6. Registration Number of the Firm (attach true copy of registration certificate)

7. Service Tax Registration Number (attach true copy)

8. GST Registration Number (attach true copy)

9. Details of Social Media Accounts (If Any)

Certified that the above information is correct to the best of our knowledge and no relevant information is concealed. If at any time during or after the shortlisting, it is proved that the information furnished by us is wrong, SCTIMST reserves the right to take necessary action against our agency as per applicable Laws/Rules of the land.

Signature with date of Authorized Representative of the Firm

Name-----

Designation

Tele No.

Mobile No.

E-mail ID

Seal/Stamp of the Firm

Date :

Place :

### APPENDIX III

#### Format for Past Experience of the Applicant

SI No	Description	Details
1	Number of years of experience of the agency	
2	Experience in similar studies of Governments/Departments/Semi-Government/Autonomous Bodies/PSU of the Govt. of India at various levels - National, State, and District levels.	
3	Key achievements of the organization (awards or other recognition).	

Name & Signature with date of the authorized signatory/

Representative of the Agency

(the same who signs the proposals)

Date:

Place:

## APPENDIX IV

### Experience of Key Personnel

SI No	Name of the Person	Qualification	Experience	Post held

Name & signature with date of the authorized signatory/

Representative of the Agency

(the same who signs the proposals)

Date:

Place:

## APPENDIX V

Submission in regard to initial understanding of the nature and scope of the consultancy and the resources which they possess, which, in their opinion, makes them particularly suited to execute the consultancy (Maximum 1000 words).

Name of & Signature with date of the authorized signatory/  
Representative of the Agency  
(the same who signs the proposals)

Date:

Place:

### Integrity Pledge

I believe that corruption has been one of the major obstacles to the economic, political and social progress of our country. I believe that all stakeholders, such as the government, citizens and the private sector, need to work together to eradicate corruption.

I realise that every citizen should be vigilant and commit to the highest standards of honesty and integrity at all times, and support the fight against corruption.

I, therefore, pledge:

- To follow probity and the rule of law in all walks of life;
- To neither take nor offer bribe;
- To perform all tasks in an honest and transparent manner;
- To act in public interest;
- To lead by example, exhibiting integrity in personal behaviour;
- To report any incident of corruption to the appropriate agency.

Name & Signature with date of the authorized signatory/  
Representative of the Agency  
(the same who signs the proposals)

**Appendix VI**

Format for Affidavit Certifying that Consultancy / Organisation is not Blacklisted

(On a Stamp Paper of relevant value)

***Affidavit***

I, M/s (Sole Applicant/Lead Member/Other Member/s), (thenames and addresses of the registered office) hereby certify and confirmthat we or any of our promoter/director/s are not barred or blacklisted byany state government or central government/department/agency/PSU inIndia from participating project/s, either individually or as member of aConsortium as on ---  
-----.

We further confirm that we are aware that our application for thecaptioned project would be liable for rejection in case any materialmisrepresentation is made or discovered with regard to the requirementsofEoI mentioned above during the stage of the Shortlisting/selection process.

Name of the Applicant

Name &Signature of the Authorised Person with date

.....

Name of the Authorised Person